

PERSONNEL AND LABOR RELATIONS COMMITTEE

July 25, 2018

1st Floor Conference Room

7:00 p.m.

Members Present

Art Carter
Herb Hanson
Kristi Leonard
Ray Francois
Erica Roth
Dennis Everson
Richard Thoman

Members Absent

Others Present

Mike Doyle
Clinton Langreck
Brian Bucholtz
Chris Narveson

The meeting was called to order by Chair Carter.

Motion by Everson, seconded by Francois to approve the minutes of the June 27, 2018, meeting. Motion carried.

Statement of purpose for closed session by the chair as follows: That purpose being considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility pursuant to Wis. Stats. 19.85(1)(c). Discussion on A. Temporary pay increase for Engineer Tech - Highway Department and B. Compensation for use of Commissioner's personal vehicle - Highway Department. **Motion by Francois, seconded by Thoman to go into closed session. Motion carried.**

Motion by Everson, seconded by Roth to reconvene into open session for matters discussed in closed session. Motion carried.

Motion by Francois, to approve the increase in pay for the Engineer Tech for training. Motion failed for a lack of a second, see *Exhibit 1*.

The committee discussed the Highway Commissioner's personal vehicle, see *Exhibit 2*.

Motion by Francois, seconded by Everson to approve the Highway Commissioner's personal vehicle with one no being Hanson. Motion carried.

Item #6 - The committee discussed the rate and benefit time for the administrative assistant. **Motion by Francois, seconded by Thoman to hire up to a Step 3, see *Exhibit 3*. Motion carried.**

Item #7 - The committee discussed CLF Asset Management (Financial Retirement Planning for Employees). **Motion by Everson, seconded by Roth to approve the aforementioned, see *Exhibit 4*. Motion carried.**

Item #8 - The committee discussed Personnel Records Retention, see *Exhibit 5*. No action taken.

Item #9 - The committee discussed the Government Services Building policy. **Motion by Thoman, seconded by Roth to approve the aforementioned policy. Motion carried.**

Item #10 - The committee discussed the benefit time off policy. No action taken.

Item #11 - The committee discussed the Exit Interview Questionnaire, *see Exhibit 6*. **Motion by Thoman, seconded by Everson to approve the Exit Interview Questionnaire with changes. Motion carried.**

Item #12 - The committee discussed Ordinance 18-0802 (Modification Regarding County Board Supervisor Emails). **Motion by Hanson, seconded by Roth to approve Ordinance 18-0802 and take it to the August County Board meeting. Motion carried.**

Motion by Everson, seconded by Thoman to approve the travel request. Motion carried.

Motion by Hanson, seconded by Roth to pay the bills in the amount of \$35.00, \$49.50 and \$78.75 for Murphy Desmond. Motion carried.

Motion by Leonard, seconded by Roth to adjourn. Motion carried.